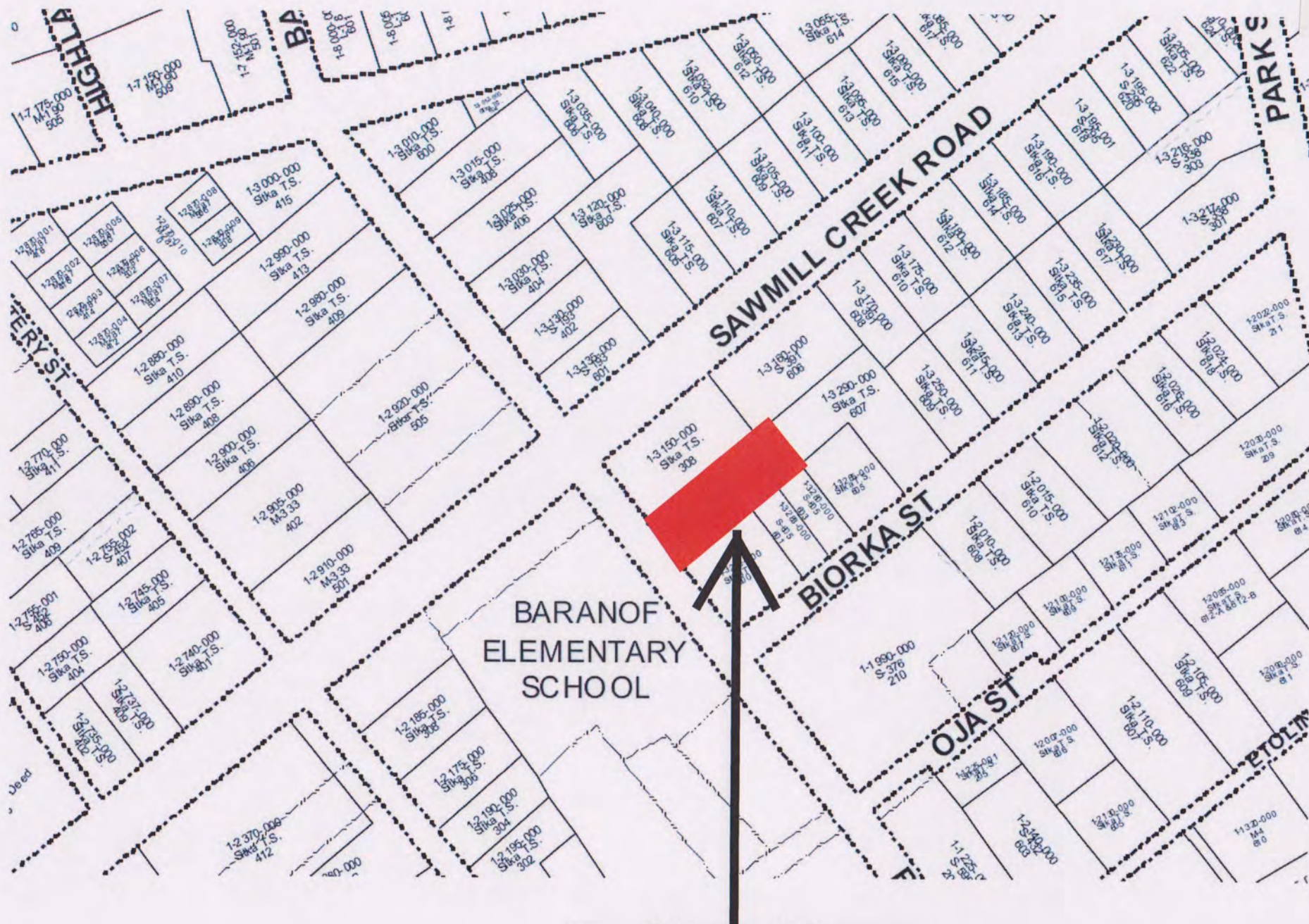




Island Institute
 Conditional Use Permit Request
 304 Baranof Street



City & Borough of Sitka, Alaska

Selected Parcel: 304 BARANOF ID: 13275000

Printed on 6/14/2016 from <http://www.mainstreetmaps2.com/ak/sitka/internal.asp>

20 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.

Island Institute
Conditional Use Permit Request
304 Baranof Street



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Conditional Use Permit Request
304 Baranof Street



Island Institute
Conditional Use Permit Request
304 Baranof Street



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

D

1. Request projects at least **FOURTEEN (14)** days in advance of next meeting date.
2. Review guidelines and procedural information.
3. Fill form out completely. No request will be considered without a completed form.
4. Submit all supporting documents and proof of payment.

APPLICATION FOR:

☐

VARIANCE

☒

CONDITIONAL USE

- amendment

☐

ZONING AMENDMENT

☐

PLAT

BRIEF DESCRIPTION OF REQUEST: We would like to amend the conditional use permit that we are currently operating under at 304 Baranof St to allow for use of our upstairs apartment (currently only available for long-term rental) as a short term rental unit which we would manage. All other uses would remain the same as previously indicated.

PROPERTY INFORMATION:

CURRENT ZONING: _____ PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): _____ PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: John Thielke - Managed by Baranof Realty

PROPERTY OWNER ADDRESS: 19518 14th Ave NW Shoreline, WA 98177

STREET ADDRESS OF PROPERTY: 304 Baranof St

APPLICANT'S NAME: The Island Institute

MAILING ADDRESS: PO Box 2420, Sitka, AK, 99835

EMAIL ADDRESS: peter@iialaska.org DAYTIME PHONE: 907-747-3794

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: 1 BLOCK: _____ TRACT: _____

SUBDIVISION: Westover US SURVEY: _____

OFFICE USE ONLY

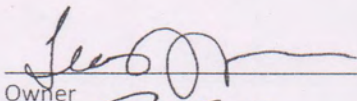
COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

REQUIRED SUPPLEMENTAL INFORMATION:

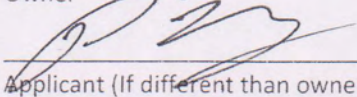
- ☒ Completed application form
- ☒ Narrative
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Proof of filing fee payment
- ☐ Proof of ownership
- ☐ Copy of current plat
- ☐ Topographic information (If Pertinent to Application)
- ☐ Landscape Plan (If Pertinent to Application)
- ☐ Drainage and Utility Plan (If Pertinent to Application)
- ☐ Parking Plan (For Conditional Use Permit)
- ☒ Floor Plan (For Conditional Use Permit)
- ☐ Three (3) copies of concept plat (For Plat)
- ☐ Plat Certificate from a title company (For Plat)

CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I further authorize municipal staff to access the property to conduct site visits as necessary.



Owner



Applicant (If different than owner)

5-31-16

Date

5-31-16

Date

Island Institute
Conditional Use Permit Request
304 Baranof Street

This narrative uses the language of our current (approved) conditional use permit, and is identical in most regards. Text that has been removed from our current permit is indicated with strikethrough; added text is indicated with italics and bolding.

The upstairs of the building will be rented for ~~no less than a month at a time, both long-term usage (primarily in the offseason) and short-term usage (primarily in the summer months).~~ *Island Institute staff or board members will manage rental of the facility.* We will have two designated parking spots off street ~~in the back~~ *along the side of* the building. The Island Institute consists of one full time Executive Director and two full time program assistants. In the fall of 2015, we will also have one part time intern serving with us for eight weeks. We will have one off-street parking spot designated in the back of the building (only one employee drives to work).

Parking for Island Institute events would include the off-site parking associated with the building, the lot to the north of the building (currently used by Baranof Elementary school teachers) and residential parking along the surrounding streets. In deference to teachers and other school personnel, and in the interest of reducing congestion on Baranof Street, events would never begin earlier than 3pm. We will prohibit anyone related to the Island Institute from parking in the city parking lot currently used by Baranof Staff during school hours, and during other hours that would conflict with events at Baranof Elementary School. We will encourage those attending our events to avoid parking the Baranof lot if possible, regardless of event time. We will keep Baranof Elementary informed of our event times, and will work with them to resolve evening conflicts that may occur. (See attached letter of support from Mark Lee, Principal of Baranof Elementary, and e-mail from School Superintendent Mary Wegner.)

The Island Institute will use the site mostly as an office space. We will also host our after school creative writing and storytelling program, the Sitka Story Lab, and some other evening and weekend events in the building. Below is a list of all probable uses for the site:

- Monday-Friday, 9am – 6pm (Office Hours). NO public programming will take place between 8am and 3pm on weekdays.
- Three to four weekly after school sessions for the Sitka Story Lab, our after school creative writing and storytelling program for youth ages 7-19. Sessions will not begin before 3 pm. In the 2014/2015 school year, these sessions took place on Tuesdays from 3-4:30 pm, Thursdays from 3:45-5:15 pm, and Thursdays from 7-8 pm. The schedule will likely be similar in the coming years. (Additionally, parking needs before 4:30 pm should be very minimal—last year, roughly 90% of students arrived to Story Lab in a school bus or on foot.)
- Saturday workshop sessions at the Story Lab, roughly once per month. These sessions

would last for two hours, and would likely happen at some point in the window between 10 am and 4 pm.

- Roughly once or twice per month, we will host a public workshop, performance, or other event in the building. These events would take place in the evening to minimize parking and congestion overlap with Baranof Elementary School. Non-Story Lab events will begin no earlier than 5 pm and end no later than 9 pm. Possible events include Writers Read—our bi-monthly storytelling and writing performance event—and writing or other arts workshops with our visiting writers. We would expect to host no more than 40 people at any one event, and audience numbers would likely be in the 10-20-person range for almost all events.
- Baranof elementary school has expressed interest in some “field trips” to the Story Lab to use our bookmaking facilities. If it seems that teachers would find this useful and productive, we will open our space to Baranof classes during the school day for classes wishing to take advantage of this opportunity.
- Possibly: Two or fewer weekly sessions of open hours for a small used bookstore, likely to be open 5—7:30 pm on Mondays and Saturdays 10 am—2pm *open only outside of school hours and no later than 9pm*. The Island Institute will use this bookstore as a fundraising effort for ourselves and for local literary organizations, including Kettleson memorial library. The small retail space will occupy less than 150sq ft of space.
- Some open studio times, in the evenings, for writers and other members of Sitka’s literary scene to use the space to convene or to make use of the Island Institute’s bookmaking equipment. These gatherings would take place between 5 pm at the earliest and 9 pm at the latest.
- In the summer of 2016, we may host classroom space for a new radio school for two to three weeks. We also may host a weeklong summer session of the Story Lab.

Signage on the building will be minimal, and will consist of a hanging wooden sign on the front porch.



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

September 3, 2015

The Island Institute
P.O. Box 2420
Sitka, AK 99835

To The Island Institute:

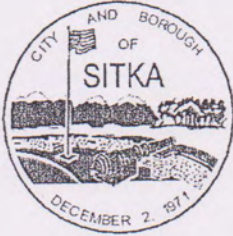
This is to inform you the Zoning Administrator approved your minor amendment of your conditional use permit request for an extension of the non-conforming use at 304 Baranof Street. Approval is based on the request submitted. Additionally, the Zoning Administrator placed the following conditions on your request:

1. The facility shall be operated consistent with the application and plans that were submitted with the request;
2. The Planning and Community Development Department, may at its discretion, schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties;
3. Hours of operation are limited as follows:
 - a. Office Use: no longer than 8 a.m. to 6:30 p.m.;
 - b. No school age programming prior to 3 p.m. on weekdays, and no more than 4 per week;
 - c. Saturday Workshops no longer than 10 a.m. to 4 p.m. and no more than twice per month; and
 - d. Weekday Public Workshops or event shall not occur prior to 3 p.m. nor more than twice per month.
 - e. Retail sales of books are limited to two Saturdays per month and shall not occur prior to 10 a.m. nor later than 5 p.m.;
4. Retail Book space is limited to no more than 150 square feet of floor space; and
5. Failure to comply with any of the conditions may result in revocation of the conditional use permit.

If you should have any questions, please feel free to contact the Planning Office at 747-1814.

Sincerely,

Michael Scarcelli, J.D., Senior Planner
cc: John Thielke



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

June 8, 2015

Greater Sitka Arts Council
P.O. Box 564
Sitka, AK 99835

COPY

Dear Ms. Lawrie,

This is to inform you the Sitka Assembly, at their Thursday, May 28, 2015 meeting, approved your conditional use permit request for an extension of the non-conforming use at 304 Baranof Street. Approval is based on plans submitted and approved by the Assembly. Additionally, the Assembly placed conditions on your request:

1. The facility shall be operated consistent with the application and plans that were submitted with the request.
2. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first year of operation for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
3. Failure to comply with any of the conditions may result in revocation of the conditional use permit.
4. Applicant will submit a detailed parking plan.

The permit must be activated within two years of the approval date or the permit becomes void. Following activation, if the permit is not used for a period of two years or longer, the permit becomes void.

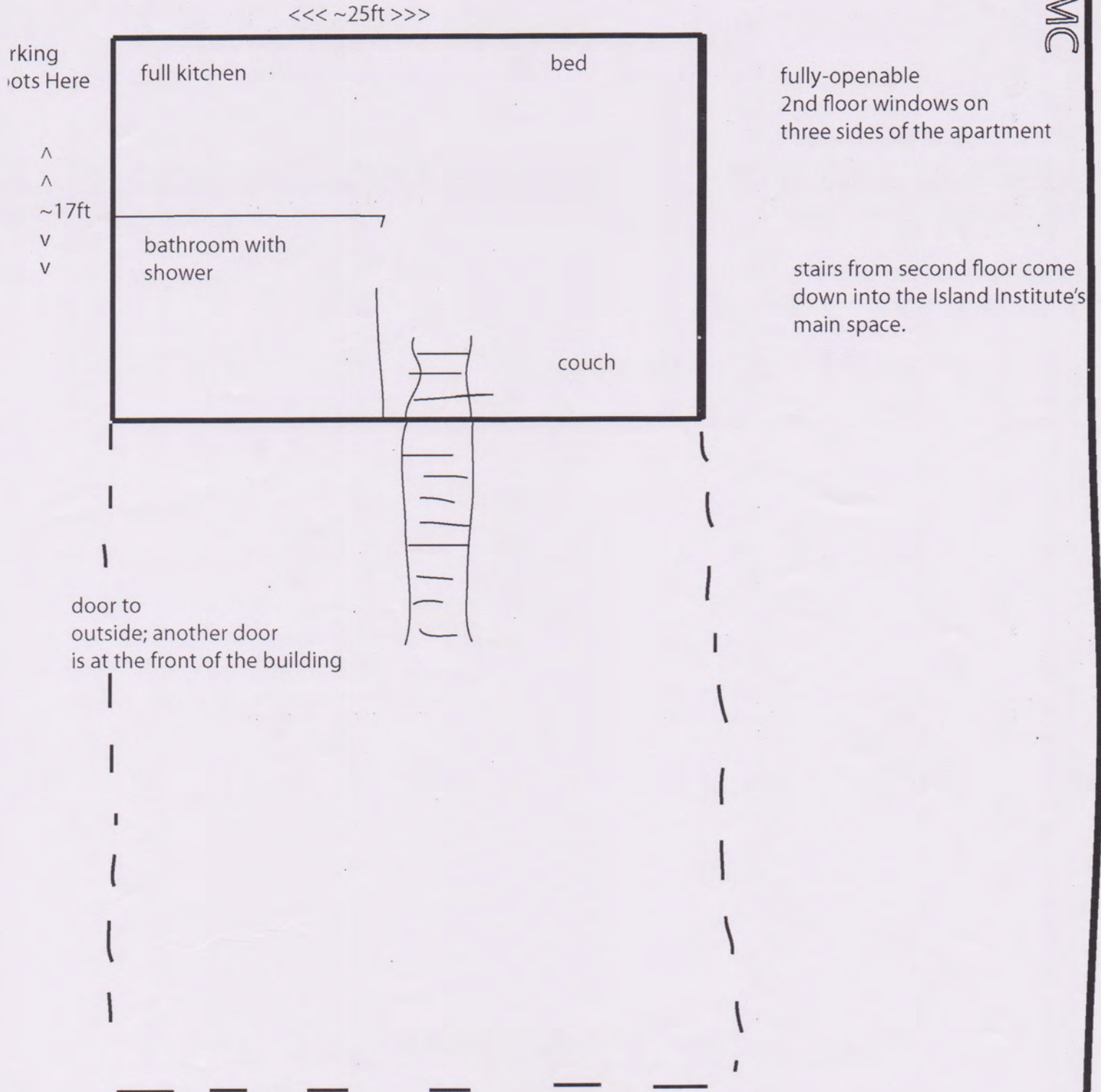
If you should have any questions, please feel free to contact me at 747-1814.

Sincerely,

Carole Gibb, Planner
907-747-1814
carole@cityofsitka.com

cc: John Thielke

Providing for today...preparing for tomorrow



304 Baranof - Second Floor plan. (dashed outline indicates first floor)

Island Institute
Conditional Use Permit Request
304 Baranof Street

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK PAGE _____ DATED _____ 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

DATE _____ MAYOR _____

CITY AND BOROUGH CLERK _____

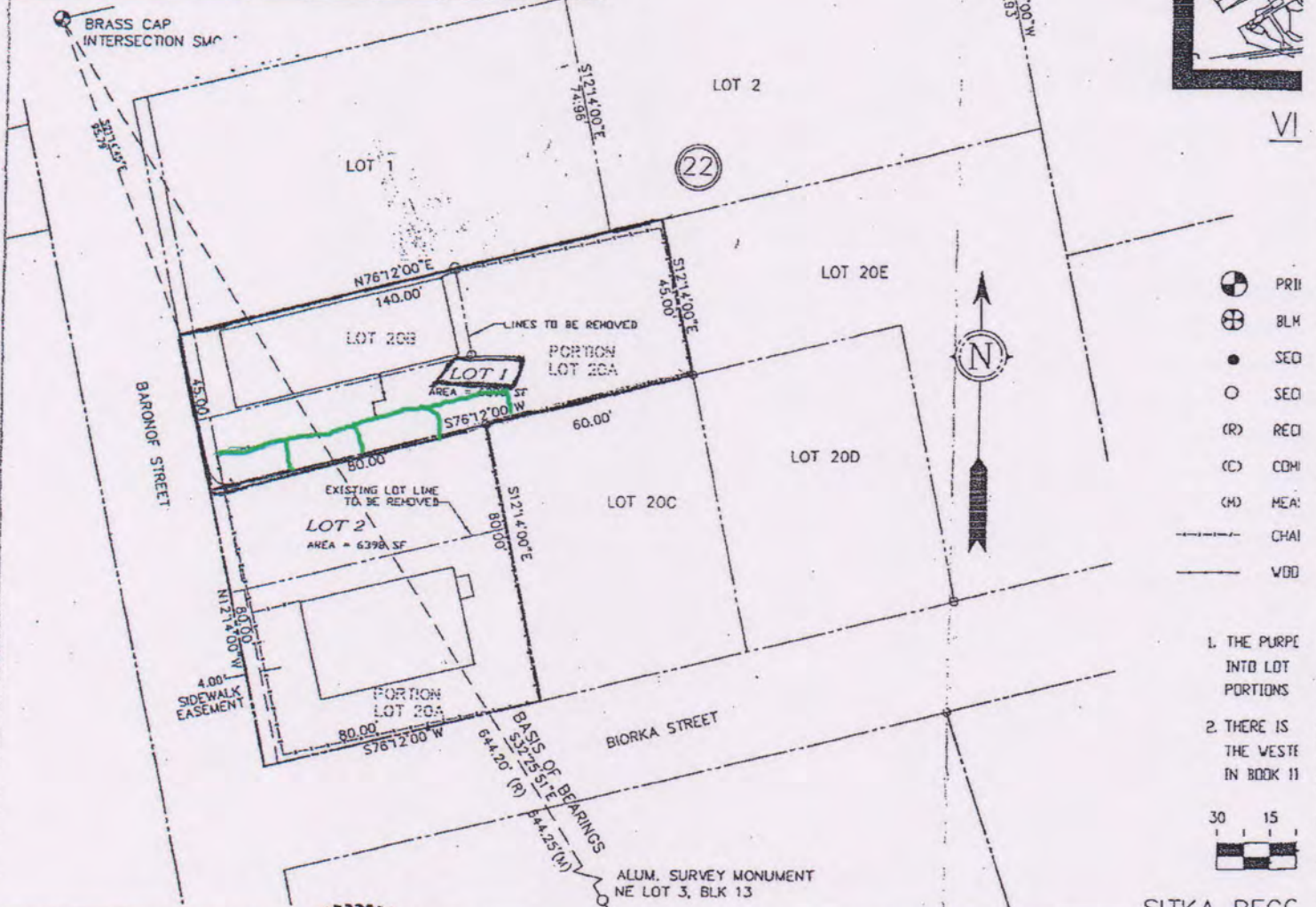
(ALL OWNERS OF RECORD), AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS _____ DAY OF _____ 20____ AT SITKA, ALASKA.

FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF: _____



DESCRIPTION OF CHANGE F REVISIONS		DESIGNED: P. O'NEILL
		DRAWN: VAD/ACAD
		CHECKED: PKD
		DATE OF PLAT: DATE/TIME
		SCALE: 1" = 30'
DRAWING NAME: 30760-01		
PROJECT NO. 30760-01		

SURVEYOR'S CERTIFICATE I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN A SURVEY OF THE	SITKA RECC WESTOVER
---	------------------------

Island Institute
 Conditional Use Permit Request
 304 Baranof Street

CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

11-19-11 DATE
 [Signature] OWNER
 [Signature] OWNER
 [Signature] OWNER

CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

11/30/2011 DATE
 [Signature] OWNER
 [Signature] OWNER
 [Signature] OWNER

NOTARY'S ACKNOWLEDGMENT
 US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 19 DAY OF Nov, 2011, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Marcelle Westover

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHOSE IDENTITIES WERE PROVEN TO ME BY THE PRESENTATION OF THEIR IDENTIFICATION CREDENTIALS, they acknowledged to me that they executed the within plat and they acknowledged to me that they executed the same freely and voluntarily for the uses and purposes therein expressed.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES 4-12-2012

[Signature] Notary Public in and for the State of Alaska

NOTARY'S ACKNOWLEDGMENT
 US OF AMERICA
 STATE OF WASHINGTON

THIS IS TO CERTIFY THAT ON THIS 30 DAY OF November 2011, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared John F. Thielke and Karen L. Thielke

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHOSE IDENTITIES WERE PROVEN TO ME BY THE PRESENTATION OF THEIR IDENTIFICATION CREDENTIALS, they acknowledged to me that they executed the within plat and they acknowledged to me that they executed the same freely and voluntarily for the uses and purposes therein expressed.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES March 11, 2015

[Signature] Notary Public in and for the State of Washington

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)
 I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF Marcelle Westover, John F. Thielke, and Karen L. Thielke

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LAND AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL THAT CURRENT TAXES FOR THE YEAR 2011, WILL BE DUE ON OR BEFORE AUGUST 2, 2011, DATED THIS 27th DAY OF December 2011.

[Signature] ASSESSOR CITY AND BOROUGH OF SITKA

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT
 I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF Marcelle Westover, John F. Thielke, and Karen L. Thielke

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 5th DAY OF December 2011, at SITKA, ALASKA.

[Signature] FINANCE DIRECTOR CITY & BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. PL-06 DATED 12-06-2011 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 12/06/2011 [Signature] CLERK PLATTING BOARD

DATE 12/06/2011 [Signature] SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDER IN MINUTE BOOK 1 PAGE 29 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 11-21-11 [Signature] MAYOR

CITY AND BOROUGH CLERK

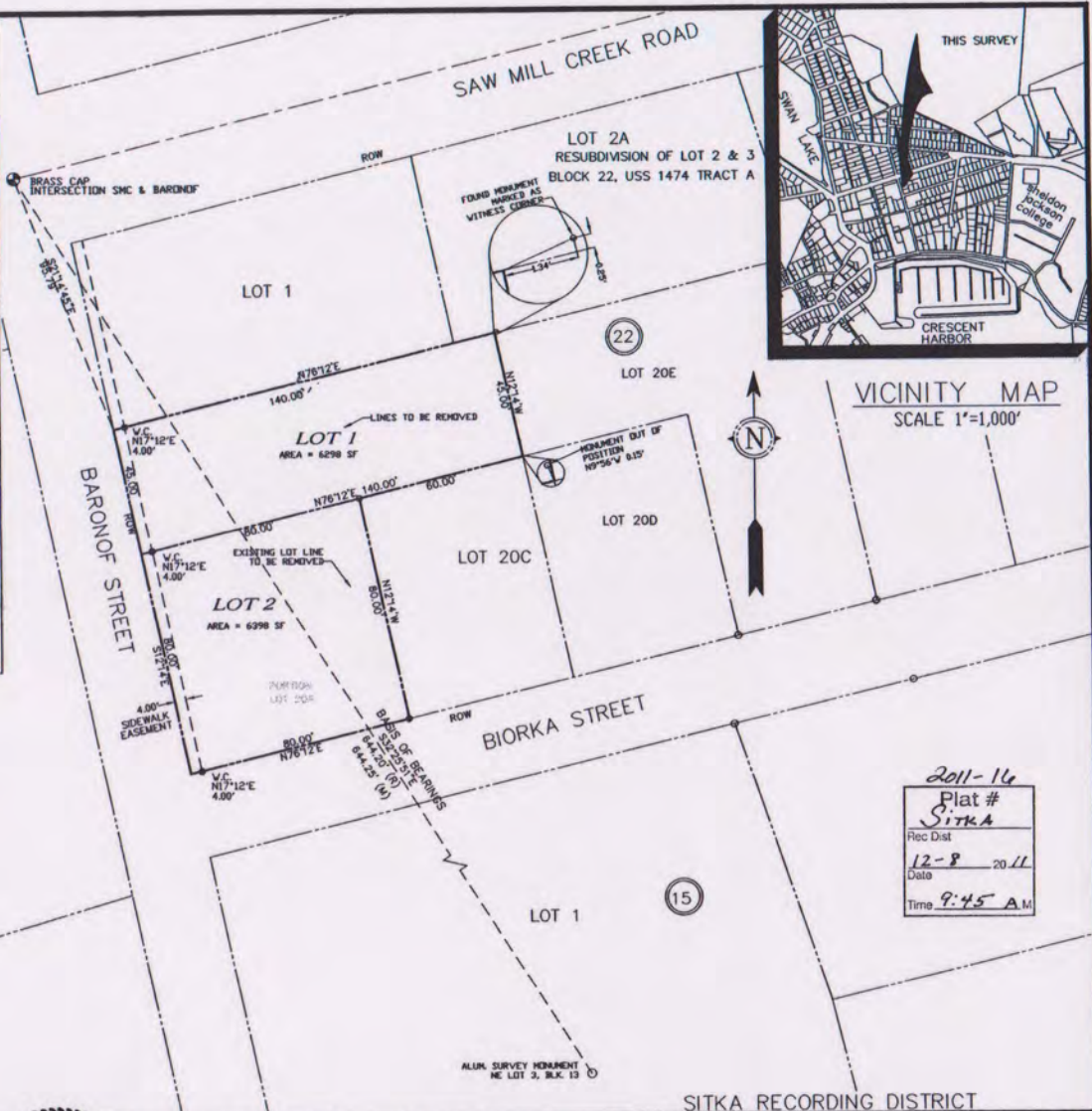
LEGEND

- PRIMARY CONTROL MONUMENT (RECOVERED BRASS CAP)
- BURNED/LOST PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET THIS SURVEY)
- SECONDARY MONUMENT (RECOVERED)
- RECORDED DATA
- COMPUTED DATA
- MEASURED DATA
- CHAIN LINK FENCE
- WOOD FENCE

NOTES

1. PURPOSE OF THIS PLAT IS TO ENLARGE LOT 208 AND LOT 1 AS SHOWN, THEN COMBINE THE REMAINING PARTS OF LOT 20A INTO THE SINGLE LOT, LOT 2.

2. THERE IS A 4 FOOT WIDE SIDEWALK EASEMENT ALONG THE WESTERLY BOUNDARY OF THESE LOTS AS DESCRIBED IN BOOK 111 ON PAGE 106, SITKA RECORDING DISTRICT.



O'NEILL
 SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
 PHONE: (907) 747-6700
 FAX: (907) 747-7590
 EMAIL: sitkasurvey@worldnet.att.net

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

Island Institute
 Conditional Use Permit Request
 304 Baranof Street

DESIGNED BY: [Signature]
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 DATE OF PLAT: OCT 12, 2011 - 12:43:54

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT ON Sept. 20, 2011 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DATA ARE CORRECT ACCORDING TO SAID FIELD NOTES.

[Signature] PATRICK K. O'NEILL, L.S. 6384

WESTOVER SUBDIVISION
 LOTS 20A AND 20B, BLOCK 22
 US SURVEY 1474, TRACT A

CLIENT: CHERYL WESTOVER
 302 BARANOF STREET
 SITKA, ALASKA 99835

2011-14
 Plat #
 SITKA
 Rec Dist
 12-8 2011
 Date
 Time 9:45 AM



City & Borough of Sitka, Alaska

Selected Parcel: 304 BARANOF ID: 13275000

Printed on 6/14/2016 from <http://www.mainstreetmaps2.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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Island Institute
Conditional Use Permit Request
304 Baranof Street



City & Borough of Sitka, Alaska

Selected Parcel: 304 BARANOF ID: 13275000

Printed on 6/14/2016 from <http://www.mainstreetmaps2.com/ak/sitka/internal.asp>

10 m
50 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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Island Institute
Conditional Use Permit Request
304 Baranof Street

Parcel ID: 11225000
PETE/LINDA JONES
JONES, PETE/LINDA
4118 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 11225001
CITY & BOROUGH OF SITKA
BARANOF/VOC TECH/PAC HIGH
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 11990000
HAMES CORPORATION
MARKET CENTER
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Parcel ID: 12007000
DUANE KAUFFMAN
KAUFFMAN, DUANE
607 OJA ST
SITKA AK 99835

Parcel ID: 12010000
ROBERT EDENSO
EDENSO, ROBERT, R., JR.
608 BIORKA ST
SITKA AK 99835

Parcel ID: 12015000
ISABELLE BRADY
BRADY, ISABELLE, G.
610 BIORKA ST
SITKA AK 99835

Parcel ID: 12020000
ERIC/ELIZABETH HOLMGREN
HOLMGREN, ERIC, G./ELIZABETH, B.
612 BIORKA ST
SITKA AK 99835

Parcel ID: 12026000
KERRI/JACOB O'TOOLE/KIRKNESS
O'TOOLE, KERRI/KIRKNESS, JACOB
616 BIORKA ST
SITKA AK 99835

Parcel ID: 12100000
PAT/CHRISTINE GLAAB/TODD
GLAAB, PATRICK & TODD, CHRISTINE
609 OJA STREET
SITKA AK 99835

Parcel ID: 12102000
KATHRYN NEWMAN
NEWMAN, KATHRYN, E.
613 OJA ST.
SITKA AK 99835

Parcel ID: 12120000
JUDITH BROWN
BROWN, JUDITH, A.
607 OJA ST.
SITKA AK 99835

Parcel ID: 12135000
PHYLLIS HACKETT
HACKETT, PHYLLIS, A.
707-C LAKE ST
SITKA AK 99835

Parcel ID: 12150000
CITY & BOROUGH OF SITKA
BARANOF SCHOOL
CITY & BOROUGH OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 12175000
VICTORIA D'AMICO
D'AMICO, VICTORIA, L.
P.O. BOX 2191
SITKA AK 99835-2191

Parcel ID: 12185000
COLIN/CHRISTIE HERFORTH/JONES
HERFORTH, COLIN/JONES, CHRISTIE
308 MONASTERY ST
SITKA AK 99835

Parcel ID: 12190000
MARK HACKETT
HACKETT, MARK, W.
500 LINCOLN ST, #B4
SITKA AK 99835

Parcel ID: 12195000
MARLENE WESTOVER
WESTOVER, MARLENE, J.
302 MONASTERY ST
SITKA AK 99835

Parcel ID: 12200000
JOHN/MARY ANN NAVITSKY
NAVITSKY, JOHN, F./MARY ANN
300 MONASTERY ST
SITKA AK 99835

Parcel ID: 12905000
EDWARD/SARAH
SCHOENFELD/LONGENBAUGH
SCHOENFELD,
EDWARD/LONGENBAUGH, SARAH
319 B STREET
DOUGLAS AK 99825-5550

Parcel ID: 12910000
LONNIE/KATHERIN SWANSON/SALO
SWANSON, LONNIE & SALO,
KATHERINE
P.O. BOX 552
SITKA AK 99835-0552

Parcel ID: 12920000
FIRST PRESBYTERIAN CHURCH
FIRST PRESBYTERIAN CHURCH
505 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13025000
JULI AUDETTE
AUDETTE, JULI, A.
406 BARANOF ST
SITKA AK 99835

Parcel ID: 13030000
MERLE ENLOE-STEWART
ENLOE-STEWART, MERLE
204 SEWARD ST
SITKA AK 99835

Parcel ID: 13035000
JACQUELYN PETRABORG
PETRABORG, JACQUELYN
606 DEGROFF ST.
SITKA AK 99835

Parcel ID: 13040000
SHANNON CALLAHAN
CALLAHAN, SHANNON, C.
608 DEGROFF ST
SITKA AK 99835

Parcel ID: 13050000
JEREMY BARRUGA
BARRUGA, JEREMY, M.
612 DEGROFF ST
SITKA AK 99835

Parcel ID: 13052000
CONSTANCE MORGAN
SUPPLEMENTAL NEEDS TRUST
MORGAN, CONSTANCE R. SNT
C/O P.O. BOX 12
SITKA AK 99835-0012

Parcel ID: 13095000
BUD/EVELIA RAUSCHER
RAUSCHER, BUD, W./EVELIA, M.
P.O. BOX 379
SKAGWAY AK 99840-0379

Parcel ID: 13100000
JANET SPARKS REVOCABLE TRUST
SPARKS, JANET, J.
611 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13105000
BRIDGET WELCH
WELCH, BRIDGET, L.
P.O. BOX 6613
SITKA AK 99835-6613

Parcel ID: 13110000
DONALD SMITH
SMITH, DONALD, H.
135 NE 59TH ST
SEATTLE WA 98105

Parcel ID: 13130000
MARCIA STRAND
STRAND, MARCIA, J.
P.O. BOX 795
SITKA AK 99835-0795

Parcel ID: 13160000
SARAH/PHILIP FERRENCY/BURDICK
FERRENCY, SARAH & BURDICK,
PHILIP
606-A SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13180000
MICHAEL SIBAYAN
SIBAYAN, MICHAEL, F.
612 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13240000
HOWARD PITTS
PITTS, HOWARD
106 SAND DOLLAR DR.
SITKA AK 99835

Parcel ID: 13260000
THEODORE/LANA ARMSTRONG
ARMSTRONG, THEODORE & LANA
300 BARANOF ST
SITKA AK 99835

Parcel ID: 13285000
HAMES CORPORATION
BIORKA MANOR
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Parcel ID: 13115000
DORIS MAIN
MAIN, DORIS, A.
605 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13135000
MICHAEL/JACQUEL LAGUIRE
LA GUIRE, MICHAEL/JACQUELINE, E.
P.O. BOX 6369
SITKA AK 99835-6369

Parcel ID: 13170000
MCNALLY REVOCABLE TRUST
MCNALLY TRUST, WILLIAM, F./MARY
J.
608 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13185000
NANCY RICKETTS
RICKETTS, NANCY
615 BIORKA ST.
SITKA AK 99835

Parcel ID: 13245000
FREDRICK KNOWLES
KNOWLES, FREDRICK, B.
P.O. BOX 6626
SITKA AK 99835-6626

Parcel ID: 13275000
JOHN/KAREN THIELKE
THIELKE, JOHN, F./KAREN, G.
19518 14TH AVE NW
SHORELINE WA 98177

Parcel ID: 13290000
DALILA NASSERI
NASSERI, DALILA
607 BIORKA ST
SITKA AK 99835

Parcel ID: 13120000
PATRICK/JOYCE
BARKER/MERCULIEF-BARKER
BARKER, PATRICK/MERCULIEF-
BARKER, JOYCE
603 SAWMILL CREEK RD.

Parcel ID: 13150000
CITY & BOROUGH OF SITKA
~~C/B OF SITKA~~
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 13175000
JERRY/SUSAN TISHER
TISHER, JERRY, N./SUSAN, N.
P.O. BOX 1634
SITKA AK 99835-1634

Parcel ID: 13235000
NANCY RICKETTS
RICKETTS, NANCY, J.
615 BIORKA ST.
SITKA AK 99835

Parcel ID: 13250000
MARIA MARTIN
GONZALES, MARIA, W.(MARTIN)
609 BIORKA ST.
SITKA AK 99835

Parcel ID: 13280000
HAMES CORPORATION
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Island Institute
Conditional Use Permit Request
304 Baranof Street

P&Z Mailing
July 8, 2016

City and Borough of Sitka, AK
100 Lincoln St
Sitka, AK 99835

Date: 06/13/2016
Receipt: 2016-00062104
Cashier: Front Counter
Received From: ISLAND INSTITUTE

PLAN - Planning Permits/Zo	100.00
ning	-----
Receipt Total	100.00
Total Check	100.00

Total Remitted	100.00

Total Received	100.00

Island Institute
Conditional Use Permit Request
304 Baranof Street

22

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K
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2011-001705-0

Recording Dist: 103 - Sitka
12/29/2011 11:46 AM Pages: 1 of 1

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WHEN RECORDED RETURN TO:
Name: John & Karen Thielke
Address: 19518 14th NW
City, State, Zip: Shoreline, WA 98177-2702

QUITCLAIM DEED

THIS INDENTURE, made and entered into this date, December 29, 2011 by and between

MARDELLE WESTOVER

whose mailing address is 300 Baranof Street, Sitka, Alaska 99835, **GRANTOR**, and

JOHN THIELKE and KAREN THIELKE, husband and wife

whose mailing address is: 19518 14th NW, Shoreline, WA 98177-2702, **GRANTEE**

WITNESSETH:

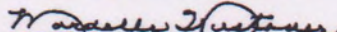
That the said Grantor, for and in consideration of the sum of \$10.00 and other good and valuable consideration, does by these presents convey and quitclaim unto the said Grantee, all of the following described property, to wit:

Lot One (1), Westover Subdivision, according to the plat thereof filed December 8, 2011 as Plat No. 2011-16. Sitka Recording District, First Judicial District, State of Alaska.

SUBJECT TO covenants, conditions, easements, restrictions, reservations and rights-of-way of record, if any.

TO HAVE AND TO HOLD the premises, with the appurtenances unto the said Grantee, and to its heirs and assigns forever.

Dated: December 29, 2011


MARDELLE WESTOVER

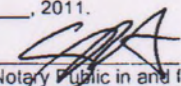
STATE OF ALASKA)

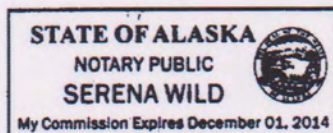
FIRST JUDICIAL DISTRICT)

) ss.
)

On this day personally appeared before me: MARDELLE WESTOVER to me known to be the individual(s) described in and who executed the above and foregoing instrument, and acknowledged to me that they signed the same freely and voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal on December 29, 2011.


Notary Public in and for the State of Alaska
My commission expires: 12/1/14



Island Institute
Conditional Use Permit Request
304 Baranof Street